

**Minutes of the Data Work Group Meeting**  
**January 5, 2004**  
**1:00-3:00pm**

Meeting held at the headquarters of the Virginia Hospital Association in Richmond, VA  
Minutes Submitted January 13, 2005

*Members Attending:*

PJ Maddox- Center for Health Policy (CHPRE), GMU  
Rene Cabral-Daniels- Office of Policy and Planning, VDH  
Henry Corretta – Health Administration Program, VCU (for Steve Mick)  
John Owen- Center for the Advancement of Generalist Medicine, UVA  
Derrick Chapman- VDH/VCU  
Susan Tlusty- Division of Child and Adolescent Health, VDH  
Linda Henry- Graduate Research Assistant, CHPRE, GMU

Call In Participants:

Jeff Nelson- Policy and Planning, DMAS  
Meg Brown Good- SAHDAC, UMN

*Members Absent:*

Steve Horan, Community Health Resource Center

Dr. Maddox called meeting to order.

**Review of Agenda:**

Dr. Maddox reviewed the draft agenda, highlighting the primary purpose of the meeting: To obtain DWG member input about a State Planning Grant (SPG) strategy and plan for data and survey report dissemination, with particular attention to approaches to maximize communication about and use of the data and considering the SPG Project Timeline.

There being no changes, the following agenda was accepted:

Agenda

1. Introduction of new members
2. Background/Overview of the Virginia State Planning Grant
3. Update on SAHDAC Household Survey (timeline and deliverables)
4. Data clarification and dissemination strategies
  - a. Review of Virginia data sources (update Va SPG data matrix summary)
  - b. Questions/Issues: Data workgroup recommendations
    - i. Initial presentation by SAHDAC (January 2005)
    - ii. Dissemination and use of data (SPG and other)

**1st Order of Business:**

*New member introductions:*

Members were introduced. Mr. Derrick Chapman, has joined the Data workgroup (DWG), replacing Gerges Siefen (BFRSS expert from VDH). Mr. Henry Carretta attended on behalf of Steve Mick from VCU.

## 2<sup>nd</sup> Order of Business

### *Overview of the Virginia State Planning Grant (SPG):*

- Under the Direction of the Virginia Department of Health (Rene Cabral-Daniels, Director, Office of Policy and Planning), the grant was awarded in 2003 and concludes September 30 2005. Detailed information about the SPG and the issues of insurance coverage in Virginia is available on the project website: [www.insuremorevirginians.org](http://www.insuremorevirginians.org)
- The Primary goal of the grant is to recommend a model for health insurance to improve health insurance coverage among Virginia's working uninsured. The timetable for major grant activities was reviewed, noting that recommendations with legislative implications would need to be completed/available in August to fit with the Commonwealth's legislative calendar.
- Work Processes: The SPG has a leadership committee and four participative work groups through which the communication and decision-making aspects of the grant occur (see the website for detailed information about the role and function of workgroups). Workgroups ensure maximum input, participation and transparency of decisions.
- To date, the Data Workgroup has helped to make decisions to field the Virginia -- Household Survey. The early work carried out by the DWG involved reviewing "best available" data (public and private sources) on insurance coverage in Virginia (see updated data matrix) and worked with experts at SAHDAC to determine the sampling frame for the Virginia household survey and customize supplemental survey questions (see Virginia Household Survey sampling frame document).
- Rene Cabral-Daniels explained the collaboration with the Virginia Healthcare Foundation in co-sponsoring the SPG household survey, including survey-funding support. Among the many collaborations under the SPG, this collaboration is among the more important in that it illustrates efforts to avoid duplication, adds to the broad base of support and maximize use of data for a wide variety of purposes across the state. She also noted that the collaboration was important for technical reasons (i.e. to facilitate comparisons with historical and future analyses).

## 3<sup>rd</sup> Order of Business

### *Update on Virginia Household Survey SAHDAC (survey timeline and deliverables):*

Meg Brown Good explained the status of the survey and identified that SAHDAC had just completed its data cleaning procedures and was in the process of completing data analysis. It is expected that SAHDAC will provide a preliminary set of results to the Project Director and Technical Support team at GMU on Friday January 7, 2005. Cabral-Daniels has tasked a subgroup of the SPG leadership group with reviewing the results to identify questions and issues for resolution prior to vetting the report and results.

It is anticipated that the Data workgroup will receive a copy of the draft results for review the week of January 17, 2005. A tentative DWG conference call to discuss the results and receive member recommendations is scheduled for January 26. The formal presentation of results from the Virginia Household survey is expected to take place on the 28<sup>th</sup> of January (information will be forthcoming from Cabral-Daniels office). Members of the Data workgroup will be invited to attend.

Maddox underscored the importance of the DWG's review to develop a broadly based understanding of the Virginia survey results and to get member suggestions on how we can best report and disseminate survey data to meet multiple user needs. Discussion ensued with members reaching consensus that it would be a lengthy and iterative process to disseminate the information and assist others to use it.

Brown Good and Maddox directed the members attentions to the experience of others states (see SAHDAC briefing papers on survey differences). It is anticipated that Virginia will also see differences among findings yielded from other survey sources (SAHDAC Household Survey, National Estimates such as CPS and other Virginia Surveys). The data workgroup will be instrumental in helping to understand and explain differences and serve as a resource for interpretation of results. Discussion ensued related to technical and methodological factors accounting for differences, based upon information in the article and SAHDAC briefs circulated as background reading for the meeting.

Brown Good elaborated on the timeline and prototype format for the final survey report from SAHDAC. She asked workgroup members to think about who and how others will get the report and what special or unique data needs our users might have. Cabral-Daniels inquired about format flexibility. Brown Good explained that SAHDAC uses a standard report format that conforms to HRSA's project reporting requirements, and explained additional and customized data reporting could be accommodated.

Cabral-Daniels asked if the reporting format for data tables that will be widely disseminated could follow a format similar to that used by Fairfax County. There was consensus that the priority for the report would be to meet HRSA reporting requirements with other needs accommodated as feasible. Maddox noted that CHPRE, GMU could support special data presentation requests as user needs are identified.

Cabral-Daniels announced that Robert Holsworth from VCU had agreed to review the report and findings to make recommendations on how to best format presentations and reports to the Virginia legislature/legislative bodies. She also noted that a special presentation of the household survey findings would be scheduled for legislative staff/representatives in February.

#### **4<sup>th</sup> Order of Business**

##### *Project Timeline and Work Efforts Informed by Data (Handout)*

Maddox reviewed the project timeline and asked the DWG to think about the multiple uses the data must support. DWG input to identify on anticipated needs and users was requested. Discussion ensued, noting interest in the findings will be high and are likely to produce a desire for more information (including about the survey and its methods) and about what the SPG and others in Virginia are doing about the problem of uninsurance.

Owen noted the importance of getting beyond numbers to focus attention on the impact of the problem. He commented that what might seem like a small percent, may in fact indicate a problem of significant magnitude and impact/effect. He also recommended being prepared to start using the data right away to highlight the purpose of the SPG and get beyond numbers.

Cabral-Daniels reminded the DWG that the SPG Model Development Workgroup would be relying on the data from survey to guide their decisions that it was expected the final recommendations from the SPG would be data driven.

Thusty offered information about her experience with a similar survey of insurance coverage among children in Virginia. She noted that findings were lower than were expected and there was considerable angst about the findings and questions about accuracy of the data as a result. She recommended the DWG and others be prepared to explain the findings and methods of this survey in comparison with methods and findings from prior Virginia surveys. Thusty and Chapman inquired when the Data Matrix would be completed. Maddox explained further information was expected to be received from Horan on the VHCF survey and would complete the matrix upon its receipt. An updated matrix will be distributed with the minutes.

Brown Good was asked what other states use to handle these issues. She reported that states typically have a long learning curve in coming to understand and use the household survey. She said the best strategy is to be prepared- go in to it knowing there will be differences; that there are good reason for these differences (i.e. the. Sample, how questions were asked). For example CPS looks at insurance coverage for the prior year whereas the household survey examines current status of coverage. She explained that SAHDAC was prepared to assist fully in helping Virginia to understand its data.

Maddox asked members to anticipate questions others working on the problem of uninsurance in Virginia might have, especial DMAS and those working on the Lt. Governor and RWJ SCI initiatives. Nelson was asked about needs and issues we should be aware of for DMAS, especially given program changes in recent years. [NOTE: Based on a review of the recording, it appears that the question concerning particular DMAS information needs remains open and thus will be reviewed at the next meeting.]

Maddox reviewed the SPG time line (Brown-Good signed off at this point and was thanked for her time by Maddox). It was noted that the Virginia MEPS-IC survey was expected to be received in summer, requiring us to use best available data and update project decisions when more current data are available, albeit at the end of the project. Thusty reiterated the importance of the involvement and participation of the business community in SPG efforts.

There being no further questions or comments, the meeting were adjourned. The next meeting will be a conference call on Wednesday January 26<sup>th</sup> at 11am. An email reminder will be sent to members with the conference call number. Maddox thanked Chris Bailey and VHHA for the use of their facilities

L. Henry, Recording